



**United States of America**  
**National Labor Relations Board**  
**NOTICE OF ELECTION**



**PURPOSE OF ELECTION:** This election is to determine the representative, if any, desired by the eligible employees for purposes of collective bargaining with their employer. A majority of the valid ballots cast will determine the results of the election. Only one valid representation election may be held in a 12-month period.

**SECRET BALLOT:** The election will be by SECRET ballot under the supervision of the Regional Director of the National Labor Relations Board (NLRB). A sample of the official ballot is shown on the next page of this Notice. Voters will be allowed to vote without interference, restraint, or coercion. Electioneering will not be permitted at or near the polling place. Violations of these rules should be reported immediately to an NLRB agent. Your attention is called to Section 12 of the National Labor Relations Act which provides: ANY PERSON WHO SHALL WILLFULLY RESIST, PREVENT, IMPEDE, OR INTERFERE WITH ANY MEMBER OF THE BOARD OR ANY OF ITS AGENTS OR AGENCIES IN THE PERFORMANCE OF DUTIES PURSUANT TO THIS ACT SHALL BE PUNISHED BY A FINE OF NOT MORE THAN \$5,000 OR BY IMPRISONMENT FOR NOT MORE THAN ONE YEAR, OR BOTH.

**ELIGIBILITY RULES:** Employees eligible to vote are those described under the VOTING UNIT on the next page and include employees who did not work during the designated payroll period because they were ill or on vacation or temporarily laid off, and also include employees in the military service of the United States who appear in person at the polls. Employees who have quit or been discharged for cause since the designated payroll period and who have not been rehired or reinstated prior to the date of this election are *not* eligible to vote.

**SPECIAL ASSISTANCE:** Any employee or other participant in this election who has a handicap or needs special assistance such as a sign language interpreter to participate in this election should notify an NLRB Office as soon as possible and request the necessary assistance.

**PROCESS OF VOTING:** Upon arrival at the voting place, voters should proceed to the Board agent and identify themselves by stating their name. The Board agent will hand a ballot to each eligible voter. Voters will enter the voting booth and mark their ballot in secret. **DO NOT SIGN YOUR BALLOT.** Fold the ballot before leaving the voting booth, then personally deposit it in a ballot box under the supervision of the Board agent and leave the polling area.

**CHALLENGE OF VOTERS:** If your eligibility to vote is challenged, you will be allowed to vote a challenged ballot. Although you may believe you are eligible to vote, the polling area is not the place to resolve the issue. Give the Board agent your name and any other information you are asked to provide. After you receive a ballot, go to the voting booth, mark your ballot and fold it so as to keep the mark secret. **DO NOT SIGN YOUR BALLOT.** Return to the Board agent who will ask you to place your ballot in a challenge envelope, seal the envelope, place it in the ballot box, and leave the polling area. Your eligibility will be resolved later, if necessary.

**AUTHORIZED OBSERVERS:** Each party may designate an equal number of observers, this number to be determined by the NLRB. These observers (a) act as checkers at the voting place and at the counting of ballots; (b) assist in identifying voters; (c) challenge voters and ballots; and (d) otherwise assist the NLRB.



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**VOTING UNITS**

**CARNEGIE LIBRARY OF PITTSBURGH  
CASE: 06-RC-245112**

**VOTING GROUP -UNIT A (PROFESSIONAL UNIT):**

**Including:** All full-time and regular part-time professional employees at the Employer's 19 public locations, the Library Support Center, and the substitute pool, including all nonsupervisory librarians, nonsupervisory senior librarians, SQL database administrators, systems administrators, web developers, civic data leads and nonsupervisory digitization & special projects leads.

**Excluding:** All temporary employees, guards, shipping drivers, custodial staff, confidential administrative clerical employees, department managers, library services managers, coordinators, unit heads, library services administrators, directors, and supervisors as defined in the Act, including supervisory lead librarians, supervisory senior librarians, clerical supervisors, customer and account services supervisors, and shelving and materials services supervisors, and all non-professional employees as set forth in Unit B.

**DATE, TIME AND PLACE OF ELECTION**

DATE: Wednesday, August 14, 2019

TIMES and PLACES: See Notice of Election with Date, Time and Place of Election

If a majority of the professional employees voting in Unit A vote "Yes" to the first question, indicating their desire to be included in a unit with non-professional employees, they will be so included, and their votes on the second question will be counted together with the votes of the non-professional employees in Unit B to decide the question concerning representation for the overall unit consisting of the employees in Units A and B. If on the other hand, a majority of the professional employees voting in Unit A do not vote "Yes" to the first question, their ballots will be counted separately to decide the question concerning representation in a separate Unit A.

**VOTING GROUP – UNIT B (NON-PROFESSIONAL UNIT):**

**Including** All full-time and regular part-time library services, support staff, and nonprofessional employees at the Employer's 19 public locations, the Library Support Center, and the substitute pool, including all pages, stock handlers, clerks, senior clerks, library assistants, specialists (children's, clerical, school outreach, community engagement, and technology support), technicians, development assistants and associates, development database administrators, designers, service integration leads, program and partnerships assistants, and digitization technicians.

**Excluding:** All temporary employees, guards, shipping drivers, custodial staff, confidential administrative clerical employees, department managers, library services managers, coordinators, unit heads, library services administrators, directors, and supervisors as defined in the Act, including supervisory lead librarians, supervisory senior librarians, clerical supervisors, customer and account services supervisors, and shelving and materials services supervisors and all professionals employees as set forth in Unit A.



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**CASE: 06-RC-245112**

Those eligible to vote in the election are employees in the above unit who were employed during the **payroll period ending July 27, 2019**, including employees who did not work during that period because they were ill, on vacation, or were temporarily laid off.

Employees engaged in any economic strike, who have retained their status as strikers and who have not been permanently replaced are also eligible to vote. In addition, employees engaged in an economic strike which commenced less than 12 months before the election date, who have retained their status as strikers but who have been permanently replaced, as well as their replacements are eligible to vote. Employees who are otherwise eligible but who are in the military services of the United States may vote if they appear in person at the polls.

Ineligible to vote are (1) employees who have quit or been discharged for cause after the designated payroll period for eligibility, (2) employees engaged in a strike who have been discharged for cause since the commencement thereof and who have not been rehired or reinstated before the election date, and (3) employees engaged in an economic strike which began more than 12 months before the election date who have been permanently replaced.



**Others permitted to vote:** The parties have agreed that Deborah Priore, Kathy Maron-Wood, Kimberly Chrobak, Brooke Sansosti, Melissa McKenna, Danelle Doty, Bethany Zovko, Henry Dragenflo, Jeanne Nikolaison, Erin Scioli, Laura Knouff, Gabrielle Bucci, Sierra Baril, Erika Hedin, Andrea McNeill, Dalia Sapon-Shevin, Bonny Yeager, Gabrielle Lee, Lauren Zabelsky, Jamie Collett, and Angela Wiley may vote in the election but their ballots will be challenged since their eligibility has not been resolved. No decision has been made regarding whether the individuals in these classifications or groups are included in, or excluded from, the bargaining unit. The eligibility or inclusion of these individuals will be resolved, if necessary, following the election.



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**Ballot for Voting Group - Unit A (Professional Unit)**



	<p><b>UNITED STATES OF AMERICA</b> National Labor Relations Board 06-RC-245112</p>	
<p><b>OFFICIAL SECRET BALLOT</b> For certain employees of <b>CARNEGIE LIBRARY OF PITTSBURGH</b></p>		
<p>Do you wish to be included with nonprofessional employees in a unit for the purposes of collective bargaining?</p>		
<p><b>MARK AN "X" IN THE SQUARE OF YOUR CHOICE</b></p>		
<p><b>YES</b></p> <div data-bbox="500 930 634 1024"><input type="checkbox"/></div>		<p><b>NO</b></p> <div data-bbox="1154 930 1289 1024"><input type="checkbox"/></div>
<p>Do you wish to be represented for purposes of collective bargaining by <b>UNITED STEEL, PAPER AND FORESTRY, RUBBER, MANUFACTURING, ENERGY, ALLIED INDUSTRIAL AND SERVICE WORKERS INTERNATIONAL UNION, AFL-CIO, CLC?</b></p>		
<p><b>MARK AN "X" IN THE SQUARE OF YOUR CHOICE</b></p>		
<p><b>YES</b></p> <div data-bbox="500 1304 634 1398"><input type="checkbox"/></div>		<p><b>NO</b></p> <div data-bbox="1154 1304 1289 1398"><input type="checkbox"/></div>
<p><b>DO NOT SIGN THIS BALLOT. Fold and drop in the ballot box.</b> <b>If you spoil this ballot, return it to the Board Agent for a new one.</b></p> <p>The National Labor Relations Board does not endorse any choice in this election. Any markings that you may see on any sample ballot have not been put there by the National Labor Relations Board.</p>		



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**Ballot for Voting Group - Unit B (Non-Professional Unit)**

	<p><b>UNITED STATES OF AMERICA</b> National Labor Relations Board 06-RC-245112</p> <p><b>OFFICIAL SECRET BALLOT</b> For certain employees of <b>CARNEGIE LIBRARY OF PITTSBURGH</b></p>	
<p>Do you wish to be represented for purposes of collective bargaining by <b>UNITED STEEL, PAPER AND FORESTRY, RUBBER, MANUFACTURING, ENERGY, ALLIED INDUSTRIAL AND SERVICE WORKERS INTERNATIONAL UNION, AFL-CIO, CLC?</b></p>		
<p><b>MARK AN "X" IN THE SQUARE OF YOUR CHOICE</b></p>		
<p><b>YES</b></p> <div data-bbox="477 1041 610 1136"><input type="checkbox"/></div>		<p><b>NO</b></p> <div data-bbox="1118 1041 1252 1136"><input type="checkbox"/></div>
<p><b>DO NOT SIGN THIS BALLOT. Fold and drop in the ballot box.</b> <b>If you spoil this ballot, return it to the Board Agent for a new one.</b> The National Labor Relations Board does not endorse any choice in this election. Any markings that you may see on any sample ballot have not been put there by the National Labor Relations Board.</p>		



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**DATE, TIME AND PLACE OF ELECTION**

Wednesday, August 14, 2019	2:00 p.m. to 2:30 p.m.	Allegheny Library Large Meeting Room 1230 Federal Street, Pittsburgh, PA
Wednesday, August 14, 2019	2:00 p.m. to 2:30 p.m.	Beechview Library Lower Level Meeting Room 1910 Broadway Avenue, Pittsburgh, PA
Wednesday, August 14, 2019	12:30 p.m. to 1:00 p.m.	Brookline Library Large Meeting Room (lower level) 708 Brookline Boulevard, Pittsburgh, PA
Wednesday, August 14, 2019	11:30 a.m. to 12 noon	Carrick Library Large Meeting Room (upper level) 1811 Brownsville Road, Pittsburgh, PA
Wednesday, August 14, 2019	9:00 a.m. to 9:30 a.m.	Downtown Library Meeting Room 612 Smithfield Street, Pittsburgh, PA
Wednesday, August 14, 2019	12:30 p.m. to 1:30 p.m.	East Liberty Library Unfinished space (upper level) 130 S. Whitfield Street, Pittsburgh, PA
Wednesday, August 14, 2019	1:30 p.m. to 2:00 p.m.	Hazelwood Library Meeting Room 5006 Second Avenue, Pittsburgh, PA
Wednesday, August 14, 2019	3:15 p.m. to 3:45 p.m.	Hill District Library August Wilson Room 2177 Centre Avenue, Pittsburgh, PA
Wednesday, August 14, 2019	2:45 p.m. to 3:15 p.m.	Homewood Library Meeting Room 1 (upper level) 7101 Hamilton Avenue, Pittsburgh, PA



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Wednesday, August 14, 2019	1:00 p.m. to 1:30 p.m.	Knoxville Library Large Meeting Room (lower level) 400 Brownsville Road, Pittsburgh, PA
Wednesday, August 14, 2019	5:00 p.m. to 5:30 p.m.	Lawrenceville Library Auditorium (lower level) 279 Fisk Street, Pittsburgh, PA
Wednesday, August 14, 2019	9:30 a.m. to 10:15 a.m.	Library for the Blind and Physically Handicapped (LBPH) Break Room 4724 Baum Blvd., Pittsburgh, PA
Wednesday, August 14, 2019	11:00 a.m. to 1:00 p.m. and 4:00 p.m. to 6:00 p.m.	Main (Oakland) Library Classroom A 4400 Forbes Avenue, Pittsburgh, PA
Wednesday, August 14, 2019	1:30 p.m. to 2:00 p.m.	Sheraden Library Break Room 720 Sherwood Avenue, Pittsburgh, PA
Wednesday, August 14, 2019	11:45 a.m. to 12:15 p.m.	South Side Library Meeting Room (Lower Level) 2205 East Carson Street, Pittsburgh, PA
Wednesday, August 14, 2019	12 noon to 1:00 p.m.	Squirrel Hill Library Meeting Room B 5801 Forbes Avenue, Pittsburgh, PA
Wednesday, August 14, 2019	3:30 p.m. to 4:30 p.m.	West End Library and Support Center Meeting Room (Lower Level) at West End Library 47 Wabash Street, Pittsburgh, PA
Wednesday, August 14, 2019	11:45 a.m. to 12:15 p.m.	Woods Run Library Meeting Room 1201 Woods Run Avenue, Pittsburgh, PA



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**ELIGIBLE VOTERS MAY VOTE ANY TIME IN ACCORDANCE WITH THE ABOVE POLLING SCHEDULE.**

**EMPLOYEES ARE EXPECTED TO VOTE AT THE LOCATION TO WHICH THEY ARE ASSIGNED. EMPLOYEES WHO VOTE AT ANOTHER LOCATION MAY DO SO SUBJECT TO CHALLENGE IN ORDER TO ENSURE THAT AN EMPLOYEE DOES NOT CAST MULTIPLE BALLOTS BY VOTING AT MORE THAN ONE LOCATION. IMMEDIATELY UPON THE CONCLUSION OF THE LAST VOTING SESSION (6:00 P.M.), ALL BALLOTS CAST WILL BE COMINGLED AND COUNTED AT THE MAIN LIBRARY LOCATED AT 4400 FORBES AVENUE, PITTSBURGH, PA.**





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## **RIGHTS OF EMPLOYEES - FEDERAL LAW GIVES YOU THE RIGHT TO:**

- Form, join, or assist a union
- Choose representatives to bargain with your employer on your behalf
- Act together with other employees for your benefit and protection
- Choose not to engage in any of these protected activities
- In a State where such agreements are permitted, the Union and Employer may enter into a lawful union-security agreement requiring employees to pay periodic dues and initiation fees. Nonmembers who inform the Union that they object to the use of their payments for nonrepresentational purposes may be required to pay only their share of the Union's costs of representational activities (such as collective bargaining, contract administration, and grievance adjustment).

## **It is the responsibility of the National Labor Relations Board to protect employees in the exercise of these rights.**

The Board wants all eligible voters to be fully informed about their rights under Federal law and wants both Employers and Unions to know what is expected of them when it holds an election.

If agents of either Unions or Employers interfere with your right to a free, fair, and honest election the election can be set aside by the Board. When appropriate, the Board provides other remedies, such as reinstatement for employees fired for exercising their rights, including backpay from the party responsible for their discharge.

## **The following are examples of conduct that interfere with the rights of employees and may result in setting aside of the election:**

- Threatening loss of jobs or benefits by an Employer or a Union
- Promising or granting promotions, pay raises, or other benefits, to influence an employee's vote by a party capable of carrying out such promises
- An Employer firing employees to discourage or encourage union activity or a Union causing them to be fired to encourage union activity
- Making campaign speeches to assembled groups of employees on company time, where attendance is mandatory, within the 24-hour period before the polls for the election first open or the mail ballots are dispatched in a mail ballot election
- Incitement by either an Employer or a Union of racial or religious prejudice by inflammatory appeals
- Threatening physical force or violence to employees by a Union or an Employer to influence their votes

## **The National Labor Relations Board protects your right to a free choice.**

Improper conduct will not be permitted. All parties are expected to cooperate fully with this Agency in maintaining basic principles of a fair election as required by law.

Anyone with a question about the election may contact the NLRB Office at (412)395-4400 or visit the NLRB website [www.nlrb.gov](http://www.nlrb.gov) for assistance.

**Overall Unit consisting of the employees in Units A and B:**

Included: All full-time and regular part-time library services, support staff, and professional employees at the Employer's 19 public locations, the Library Support Center, and the substitute pool, including all pages, stock handlers, clerks, senior clerks, library assistants, specialists (children's, clerical, school outreach, community engagement, and technology support), nonsupervisory librarians, nonsupervisory senior librarians, technicians, development assistants and associates, SQL database



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administrators, development database administrators, systems administrators, web developers, designers, service integration leads, programs and partnerships assistants, civic data leads, nonsupervisory digitization & special projects leads, and digitization technicians.

Excluding: All temporary employees, guards, shipping drivers, custodial staff, confidential administrative clerical employees, department managers, library services managers, coordinators, unit heads, library services administrators, directors, and supervisors as defined in the Act, including supervisory lead librarians, supervisory senior librarians, clerical supervisors, customer and account services supervisors, and shelving and materials services supervisors.